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ABSTRACT

This guide provides information for obtaining foundation support and financial assistance for developing and/or supplementing physical education, recreation, camping, sports, athletics, outdoor education, and other related programs for impaired, disabled, and handicapped persons. Twenty-one foundations are listed with the address, contact person, who may apply, how to apply, and geographical and general limitations for each one. The remainder of the guide lists (a) names and addresses of foundations that might give support, (b) supplementary funding resources given in directories and publications, and (c) guidelines for preparing grant proposals. (Author/PD)

ED 092487

# Guide for Financial Assistance and Program Support

## FOUNDATION PROGRAMS

U.S. DEPARTMENT OF HEALTH, EDUCATION & WELFARE
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*Guide for Financial Assistance and Program Support for Activities in Physical Education and Recreation for Impaired, Disabled, and Handicapped Participants*

August 1973

INFORMATION AND RESEARCH UTILIZATION CENTER
IN PHYSICAL EDUCATION AND RECREATION FOR THE HANDICAPPED

*Sponsored by* American Association for Health, Physical Education, and Recreation
1201 Sixteenth Street, N.W.
Washington, D.C. 20036

*A Project of* U. S. Department of Health, Education, and Welfare
U. S. Office of Education, Bureau of Education for the Handicapped

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Project No. OEG-0-72-5454-233563

American Association for Health, Physical Education, and Recreation
1201 Sixteenth Street, N.W. Washington, D.C. 20036

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# PREFACE

Support and financial assistance for programs and activities involving impaired, disabled, and handicapped persons are available from diverse sources. Funds and other support for facilities, equipment, supplies, operations, training, research, demonstration, and manpower for physical education, recreation, camping, swimming, aquatics, outdoor education, sports, athletics, and other related activities for special groups often come from federal agencies, state groups, and local organizations; various foundations[1] also assist in these areas. However, foundations must be contacted often and support actively solicited for such things as programs, facilities, equipment, supplies, ans specific activities.

Information about foundations amenable to supporting physical education, recreation, and related programs for persons with various handicapping conditions has been compiled and is outlined in this Guide. Some foundations prefer to give locally rather than nationally or regionally; other foundations are oriented nationally and place no geographic limitations on requesting agencies. Most foundations require an exploratory letter explaining a project or program before a formal grant proposal is submitted. Creativeness and uniqueness of program or activity for which funds are solicited are usually important and often determining factors as to whether or not a proposal is viewed positively by a Foundation. It is important to list agencies that may fund or support a proposed project or program after foundation support has terminated. Foundations are anxious to see projects continued with community and/or agency support.

[1] The Foundation Directory (Marianna O. Lewis and Patricia Bowes, Editors; New York: Columbia University Press, 1971) provides a comprehensive listing of most all foundations, their purposes, and activities; it can be found in many public and college/university libraries.

# MARY REYNOLDS BABCOCK FOUNDATION, INC.

ADDRESS

TELEPHONE: (919) 724-0519

Mary Reynolds Babcock Foundation,
Incorporated
102 Reynolda Village
Winston-Salem, North Carolina 27106

CONTACT

William C. Archie
Executive Director

NATURE, PURPOSE, SCOPE

Provides support in education, primarily to private institutions of higher education, in social welfare, and in the arts.

WHO MAY APPLY

Reviews any proposal offering unusual opportunities of service from non-profit, tax-exempt agencies or institutions, or those classified as private foundations by Internal Revenue Service.

HOW TO APPLY

Submit two or three page proposal statement outlining central idea of the project, time schedule, needs, costs, personnel, and what is to be accomplished. Additional pertinent information can be included, but applicant should restrict statement to no more than three pages.

WHEN TO APPLY

Requests should be received no later than March 1, for spring meeting of the Directors, and no later than October 1, for fall meeting.

GEOGRAPHIC LIMITATIONS

Educational institutions and agencies in the South and Southeast receive priority consideration. Generally programs must be highly innovative and/or of particular applicability to the South.

(cont.)

GENERAL LIMITATIONS

Moratorium on *brick and mortar* grants and to individuals seeking support for private programs; difficult to obtain grants for individual communities or county organizations.

## THE BUSH FOUNDATION

ADDRESS TELEPHONE: (612) 227-0891

The Bush Foundation
W-962 First National Bank Building
Saint Paul, Minnesota 55101

CONTACT

President--Board of Officers

NATURE, PURPOSE, SCOPE

Provides support for and promotes charitable, scientific, literary, and educational efforts emphasizing:

- education at all levels, including promising new learning programs and new approaches to structural change
- humanities and the arts with special regional responsibility in preserving cultural heritage
- community and social welfare, including innovative projects which may demonstrate ways to resolve contemporary social problems and improve the quality of life
- increase in the effectiveness of medical manpower, delivery of high quality medical care, and better medical care in areas which now are under-served
- development of leadership potential in mid-career education and internship programs.

WHO MAY APPLY

Institution and agencies with tax-exempt status that serve in the areas listed above.

HOW TO APPLY

Submit preliminary letter of inquiry before presenting grant proposal; Foundation forwards instructions and guidelines if preliminary inquiry is accepted.

(cont.)

WHEN TO APPLY

Although each fiscal year ends November 30, applications may be submitted at anytime.

GEOGRAPHIC LIMITATIONS

Tends to concentrate major support to project originating in or of special value to Minnesota; Chicago and Florida are areas of secondary interest.

GENERAL LIMITATIONS

Does not ordinarily contribute to other foundations, but will join with one or more foundations in a common effort.

## CORNING GLASS WORKS FOUNDATION

ADDRESS

TELEPHONE: (607) 962-4444

Corning Glass Works Foundation
Corning, New York 14830

CONTACT

Richard B. Bessey
Executive Director

NATURE, PURPOSE, SCOPE

Emphasizes improving educational facilities, offers support for innovative programs and community advancement projects that promote the well-being of mankind, and stimulates environmental effects to make communities better places in which to live; emphasizes good design of architecture, landscaping, and urban planning. Health and social welfare programs which meet special needs are major concerns. Historically and currently, this Foundation's normal program does not cover projects in the area of the handicapped, but specific projects in this area may be considered if they meet other criteria and interests. Major categories of involvement include:

- education
- museums and libraries
- health and social welfare
- association, councils, and cultural activities.

WHO MAY APPLY

Organizations and institutions that are exempt from federal taxation, have broad public support, and in the opinion of trustees and staff, make unique and useful contributions to communities or special areas they serve.

HOW TO APPLY

Submit preliminary letter of inquiry before presenting formal proposal.

(cont.)

WHEN TO APPLY

Although each fiscal year ends December 31, applications may be submitted at anytime.

GEOGRAPHIC LIMITATIONS

Focuses efforts on communities where Corning Glass Works has manufacturing plants.

GENERAL LIMITATIONS

Resources go toward major undertakings rather than small projects.

## ARTHUR VINING DAVIS FOUNDATIONS

ADDRESS TELEPHONE: (305) 379-9357

Arthur Vining Davis Foundations
1714 First National Bank Building
Miami, Florida 33134

Mailing address: P.O. Box 2980
Miami, Florida 33101

CONTACT

William R. Wright
Executive Director

NATURE, PURPOSE, SCOPE

Provides grant support for programs in private education, medicine, and religion. Periodically the Foundation reviews its fields of interest and may elect to change programs and emphasis in response to developing needs of society.

WHO MAY APPLY

Educational institutions and organizations with a tax-exempt status that meet above criteria may apply.

HOW TO APPLY

Submit a letter with an outline of the program purpose, methods, expected results, and proposed budget.

WHEN TO APPLY

Although each fiscal year ends December 31, applications may be submitted at anytime.

GEOGRAPHIC LIMITATIONS

National scope with emphasis on areas in Florida.

GENERAL LIMITATIONS

Primarily concerned with support to education programs and activities in general and not specifically concerned with programs for handi-

(cont.)

GENERAL LIMITATIONS (cont.)

capped persons. Does not support activities and functions in the following areas:

- assistance to individuals, except as participants in an organized institutional scholarship program
- support for voter registration drives
- voter education
- efforts to influence any election
- efforts to influence legisiation
- expenditures for non-charitable purposes
- annual community chest and similar campaigns other than in Miami, Florida
- institutions primarily supported by government funds
- projects incurring obligations extending over many years which inhibit alternate support, and limit the Foundations' grant flexibility.

## THE DORIS DUKE FOUNDATION

ADDRESS

TELEPHONE: (212) 353-7231

The Doris Duke Foundation
41 East 57th Street, Suite #3400
New York, New York 10021

CONTACT

Mrs. M. McFarland
Executive Secretary/Treasurer

NATURE, PURPOSE, SCOPE

Provides support for projects and programs dealing with:

- experimentation and expansion
- social service
- improving welfare programs for children and aged
- relief and medical care.

WHO MAY APPLY

Charitable institutions, social service agencies, organizations and agencies with tax-exempt status dealing with needs of handicapped persons.

HOW TO APPLY

Submit proposal at anytime.

WHEN TO APPLY

Applications may be submitted at anytime.

GEOGRAPHIC LIMITATIONS

Priority given to agencies in New York. Occasional grants given to agencies in New Jersey, North and South Carolina, Hawaii, and California.

(cont.)

GENERAL LIMITATIONS

No grants awarded directly to individuals, building funds, capitol funds, religious organizations or sectarian groups, publications or for general operating expenses.

## EDUCATIONAL FACILITIES LABORATORIES, INC.

ADDRESS

TELEPHONE: (212) 751-6214

Educational Facilities Laboratories,
Incorporated
477 Madison Avenue
New York, New York 10022

CONTACT

A. C. Green
Secretary/Treasurer

NATURE, PURPOSE, SCOPE

Generates and publicizes constructive innovations in educational facilities; acts as principal agent in transforming industralized buildings and systems for school use. Examples of projects supported by Educational Facilities Laboratories include:

- converted a mill into a human development center
- planned, furnished, and equipped a child development center
- made national examination of significant physical education and recreation facilities
- provided consultation expenses for planning School-Recreation Department facility.

WHO MAY APPLY

Organizations, agencies, institutions, and schools in need of support for:

- construction of educational facilities
- research on building educational facilities
- furnishings, equipment, and supplies.

HOW TO APPLY

Submit preliminary letter of inquiry before presenting formal proposal.

(cont.)

WHEN TO APPLY

Applications may be submitted at anytime.

GEOGRAPHIC LIMITATIONS

Continental United States.

GENERAL LIMITATIONS

None.

## BOOTH FERRIS FOUNDATION

ADDRESS

TELEPHONE: (212) 269-3850

Booth Ferris Foundation
40 Exchange Place
New York, New York 10005

CONTACT

Robert Murtagh
Trustee

NATURE, PURPOSE, SCOPE

Provides grant funds for many different areas with emphasis on programs and activities sponsored by education and health agencies. Contributes support for programs and projects and also gives assistance in *brick and mortar*.

WHO MAY APPLY

Educational institutions, religious organizations, health related programs and agencies, and social welfare organizations with tax-exempt status.

HOW TO APPLY

Submit preliminary letter of inquiry before presenting formal proposal.

WHEN TO APPLY

No specific time requirement; letter of inquiry may be submitted at anytime.

GEOGRAPHIC LIMITATIONS

Continental United States.

GENERAL LIMITATIONS

None.

## MAX C. FLEISCHMANN FOUNDATION

ADDRESS

Max C. Fleischmann Foundation
405 Union Federal Savings and
Loan Association Building
195 South Sierra Street
Reno, Nevada 89505

Mailing address: P.O. Box 1871
Reno, Nevada 89505

TELEPHONE: (702) 322-6220/
322-0245

CONTACT

Julius Bergen
Chairman

NATURE, PURPOSE, SCOPE

Provides assistance for educational buildings and equipment, scholarships, and research. Although this Foundation is not primarily interested in programs for handicapped persons, if trustees feel a proposal is unique and worthy of funding they will be amenable to the program and its offerings.

WHO MAY APPLY

Organizations and institutions with tax-exempt status that have projects or proposals of such a nature and quality that the Foundation can consider them.

HOW TO APPLY

Submit a letter of inquiry which briefly describes the project to the Foundation before developing a formal proposal; information is forwarded on procedures for applying if letter is approved.

WHEN TO APPLY

Applications may be submitted at anytime.

GEOGRAPHIC LIMITATIONS

Limit expenditures of funds to the 50 states.

(cont.)

GENERAL LIMITATIONS

Contributes only to organizations which are listed as tax-exempt by the United States Government, and prefers to participate to a reasonable extent with other donors; does not want to assume a major portion of the amount to be raised.

## FOUNDATION FOR CHILD DEVELOPMENT

ADDRESS

TELEPHONE: (212) 697-3150

Foundation for Child Development
345 East 46th Street
New York, New York 10017

CONTACT

Associate for Program Development

NATURE, PURPOSE, SCOPE

Provides support for projects that experiment with improving delivery of comprehensive child-care services to *all* young children.

WHO MAY APPLY

Institutions and agencies with tax-exempt status that serve or experiment in area of concern.

HOW TO APPLY

Submit application or introductory letter to inquire if project or program falls within guidelines.

WHEN TO APPLY

Applications may be submitted at anytime.

GEOGRAPHIC LIMITATIONS

None.

GENERAL LIMITATIONS

Deals with comprehensive care for *all* children and not just programs for impaired, disabled, and handicapped children.

## HARDING-EVANS FOUNDATION

ADDRESS

TELEPHONE: (614) 885-5381

Harding-Evans Foundation
Harding Hospital
445 East Granville Road
Worthington, Ohio 43085

CONTACT

Donald L. Hanson
Secretary/Treasurer

NATURE, PURPOSE, SCOPE

Supports research in medicine, psychiatry and mental disease, diagnosis, treatment. and care of mentally ill, and programs to train professional personnel in the field of psychiatry.

WHO MAY APPLY

Institutions and organizations with tax-exempt status that deal with programs listed above; organizations and agencies involved in residential programs are also supported.

HOW TO APPLY

Submit preliminary letter of inquiry before presenting formal proposal.

WHEN TO APPLY

Although each fiscal year ends June 30, application may be submitted at anytime.

GEOGRAPHIC LIMITATIONS

None.

GENERAL LIMITATIONS

Presently involved with local area projects so that no funds are available at this writing; this is not expected to be a continuous limitation.

## CHARLES HAYDEN FOUNDATION

ADDRESS

TELEPHONE: (212) 344-6715

Charles Hayden Foundation
140 Broadway Street
New York, New York 10005

CONTACT

Board of Trustees

NATURE, PURPOSE, SCOPE

Provides support in educational entertainment, mental recreation, and physical training for boys and young men; concerned with mental, moral, and physical development of youth. Types of activities supported by this Foundation include:

- activity shelter
- camping/outdoor education
- construction of facilities
- cultural and recreational facility
- developmental programs
- gymnasium facilities
- model day camp
- new athletic facility
- physical education
- recreation
- recreation center and day camp
- recreational facilities
- renovation of a building
- scholarships to needy young men

(cont.)

NATURE, PURPOSE, SCOPE (cont.)

- school drop-out prevention program
- sports/athletics
- training programs
- workshop for retarded children.

WHO MAY APPLY

Established institutions and organizations, with tax-exempt status that have reputation and capabilities to provide service to young people.

HOW TO APPLY

Submit proposal for program, facility, or project.

WHEN TO APPLY

Applications may be submitted at anytime.

GEOGRAPHIC LIMITATIONS

New York City and Boston, Massachusetts.

GENERAL LIMITATIONS

Only agency concerned with goals and directions of the Foundation.

## JOHNSON FOUNDATION, INC.

ADDRESS

TELEPHONE: (414) 639-3211

Johnson Foundation, Inc.
33 East 4 Mile Road
Racine, Wisconsin 53402

Address correspondence to:
The Johnson Foundation
Racine, Wisconsin 53401

CONTACT

Leslie Paffrath
President

NATURE, PURPOSE, SCOPE

Plans and implements regional, national, and international educational conferences at Wingspread, the Foundation's special conference center. The Center and its related activities are based on the conviction that the conference method is a valuable tool for the education and democratic processes. Grarts-in-aid are provided for projects in four program areas: *educational excellence, international understanding, improvement of the human environment, and intellectual and cultural growth.*

WHO MAY APPLY

Organizations, agencies, or groups which are tax-exempt and meet expectations of one of the listed program areas.

HOW TO APPLY

Submit proposal that includes:

- statement of purpose
- procedure for carrying out conference
- time schedule for conference including number of days and preferred dates
- nature and estimated number of participants
- estimated budget

HOW TO APPLY (cont.)

- indication of support received or expected from other sources
- copies of IRS rulings indicating that requesting organization is one described in Section 501(c)(3) and also Section 509(a)(1), (2), or (3) of Internal Revenue Code.

WHEN TO APPLY

Since there is heavy demand for conference dates, especially during spring and fall:

- submit conference request several months in advance of proposed conference dates
- allow several weeks for Foundation staff to consider proposal.

GEOGRAPHIC LIMITATIONS

None.

GENERAL LIMITATIONS

None.

## THE JOSEPH P. KENNEDY, JR. FOUNDATION

ADDRESS

TELEPHONE: (202) 347-1731

The Joseph P. Kennedy, Jr. Foundation
1701 K Street, N.W., Suite 205
Washington, D.C. 20006

CONTACT

Eunice Kennedy Shriver
Executive Vice President

NATURE, PURPOSE, SCOPE

Provides support for programs that contribute to the physical, social and psychological development of mentally retarded children. The Foundation emphasizes three areas of physical education and recreation programs and activities for retarded children: *summer scholarships for personnel involved in physical education for mentally retarded persons, day camp grant program, and the Special Olympics.*

WHO MAY APPLY

Organizations, agencies, and educational institutions that are tax-exempt and engaged in programs of physical and mental improvement for retarded persons.

HOW TO APPLY

Obtain application procedures and forms directly from the Foundation.

WHEN TO APPLY

Applications must be received before the end of April since grants are awarded during the middle of May.

GEOGRAPHIC LIMITATIONS

National scope.

GENERAL LIMITATIONS

Specific limitations and delimitations for each type of grant are outlines on application forms. Information on specific criteria can be obtained at the time application request is made.

## THE KRESGE FOUNDATION

ADDRESS

TELEPHONE: (313) 645-3190

The Kresge Foundation
1500 North Woodward Avenue
Birmingham, Michigan 48011

CONTACT

Board of Trustees

NATURE, PURPOSE, SCOPE

Provides support to promote the well-being of mankind through construction and major renovation projects, purchase of major high unit cost movable capital equipment, and purchase of real estate for well established accredited institutions serving in the fields of:

- education--four-year colleges and universities
- health care and related services
- conservation
- music and the arts
- care of the young or aged.

WHO MAY APPLY

Institutions and agencies with tax-exempt status that serve in the stipulated areas of concern.

HOW TO APPLY

Submit letter of request briefly and clearly describing project; include:

- substantiation of the validity and priority of the project
- proof that the applicant is tax-exempt and not classified as a private foundation within the terms of the Tax Reform Act of 1969

(cont.)

HOW TO APPLY (cont.)

- detailed financial data:
  - estimated or contract cost of project
  - proposed method of financing capital costs include listing by amount and expected date of receipt of presently available and anticipated public and private sources of funds
  - proposed method of financing operating and maintenance costs of the project
- schedule of construction or project commencement and estimated completion, use or occupancy dates
- reasonable assurances that the applying institution considers its present and projected status to be such as to permit useful operation for the foreseeable future; assurances should include abstracted financial data with respect to past, present, and projected operating budgets.

WHEN TO APPLY

Application may be submitted at anytime.

GEOGRAPHIC LIMITATIONS

Generally confined to Metropolitan Detroit area.

GENERAL LIMITATIONS

Generally excludes from consideration grants for:

- church building programs
- debt retirement
- endowments
- grants to individuals for any purpose
- loans
- operating or special project budgets
- research programs
- student aid

## LILLY ENDOWMENT, INC.

ADDRESS

TELEPHONE: (317) 924-5471

Lilly Endowment, Inc.
2801 North Meridian Street
Indianapolis, Indiana 46208

CONTACT

R. D. Ristine
Vice-President Community Service

NATURE, PURPOSE, SCOPE

Provides support in areas of education, religion, and community services; assists programs, activities, and projects involving:

- camping/outdoor recreation
- cultural and civic activities
- programs/activities for handicapped participants
- recreation activities
- sports/athletics programs
- strenthening/developing character and spiritual values in youth
- youth needs.

WHO MAY APPLY

Organizations, agencies, institutions, and groups with tax-exempt status that are involved in developing character and spiritual values of youth, attacking community problems, and promoting cultural and civic improvement.

HOW TO APPLY

Submit proposals at anytime.

WHEN TO APPLY

Applications may be submitted at anytime.

(cont.)

GEOGRAPHIC LIMITATIONS

Concentrates on philanthropic needs in the state of *Indiana*.

GENERAL LIMITATIONS

None.

## THE MOODY FOUNDATION

ADDRESS

TELEPHONE: (713) 763-5333

The Moody Foundation
704 Moody National Bank Building
Galveston, Texas 77550

CONTACT

Edward L. Protz
Grant Coordinator

NATURE, PURPOSE, SCOPE

Provides support for a wide range of activities that are directed toward improving the general well-being of people living in the State of Texas. Specific activities which this Foundation supports include those that:

- improve educational capabilities, health services, and other human service programs
- increase scope of knowledge in the life, physical, and social sciences
- promote interest in the humanities
- assist in religious training and education.

WHO MAY APPLY

Organizations meeting tax-exempt classification as set forth in the 1969 Tax Reform Act; nature, purpose, and scope of the Foundation is such that anyone may make application.

HOW TO APPLY

Submit preliminary letter of inquiry or make personal telephone call to provide basic information about the project. Foundation then forwards, specific information, guidelines, and procedures for writing grant application.

WHEN TO APPLY

Applications may be submitted at anytime.

(cont.)

GEOGRAPHIC LIMITATIONS

Limited to State of Texas.

GENERAL LIMITATIONS

Generally do not make grant awards for:

- deficit financing of buildings and programs
- operational expenses of established organizations
- individual use
- activities considered a taxable expenditure under the Tax Reform Act.

## JESSIE SMITH NOYES FOUNDATION, INC.

ADDRESS TELEPHONE: (212) 684-6577

Jessie Smith Noyes Foundation, Inc.
16 East 34th Street
New York, New York 10016

CONTACT

President of the Foundation

NATURE, PURPOSE, SCOPE

Provides scholarships, fellowships, or internships to programs at post high school level.

- Scholarships to colleges/universities--
  - whose student bodies are traditionally drawn from disadvantaged areas
  - which have innovative programs relating students directly and productively to the needs of the community
- Fellowships/Internships for--
  - teachers, librarians, or administrators of predominantly Negro colleges
  - members of minority groups for graduate education in fields not traditionally open to them
- Scholarships, Fellowships and Internships for--
  - training practitioners at various levels in selected health and environmental careers with emphasis on programs involving population control
  - upgrading skills of professional staff for or in disadvantage schools
  - demonstrating new ways of educating teachers of pre-college pupils
  - short term training programs which update or broaden previous occupational or professional training.

(cont.)

WHO MAY APPLY

Agencies, organizations, and educational institutions with tax-exempt status that meet objectives stated above.

HOW TO APPLY

Submit preliminary letter of inquiry of not more than two pages; Foundation notifies of acceptance or rejection. Do not send documents until confirmation is made.

WHEN TO APPLY

Submit letter for consideration in January, April, July, or October.

GEOGRAPHIC LIMITATIONS

None.

GENERAL LIMITATIONS

Only agencies that meet stipulations outlined above.

## PUBLIC WELFARE FOUNDATION

ADDRESS

TELEPHONE: (202) 965-1800

Public Welfare Foundation
2600 Virginia Avenue, N.W.
Washington, D.C. 20037

CONTACT

Executive Director

NATURE, PURPOSE, SCOPE

Strives to improve education, health, living conditions, and human happiness anywhere in the world where circumstances beyond control have deprived people of developing and keeping pace with their natural abilities.

WHO MAY APPLY

Any organization or agency with tax-exempt status with genuine and urgent needs, and is involved in improving the welfare of mankind.

HOW TO APPLY

Applications must be made in duplicate in writing and include complete description of the requesting organization, a clear statement of project purpose, a financial statement and budget, and evidence of the organization's tax-exempt status.

WHEN TO APPLY

Although each fiscal year ends October 31, applications may be submitted at anytime.

GEOGRAPHIC LIMITATIONS

World-wide scope.

GENERAL LIMITATIONS

No grants made to individuals.

## SEARS-ROEBUCK FOUNDATION

ADDRESS

TELEPHONE: (312) 661-8842

Sears-Roebuck Foundation
303 East Ohio Street
Chicago, Illinois 60611

CONTACT

Chairman of the Board or Vice Presidents in specific locale: Southern Area, Midwestern Area, Pacific Coast Area, Eastern Area, Southwestern Area

NATURE, PURPOSE, SCOPE

Provides grants to experiment with new and innovative ideas, to give greater scope to proven ideas, or to help an agency undertake an activity it could not consider without special funding. Grants are designed to establish socially useful activities which, because of their own merit, eventually can grow and flourish without direct Sears Foundation funding. Representative of programs funded by the Foundation are:

- A Better Chance--assist poor children in urban areas
- Affiliate Artists--bring general public and performing artists together
- Child Development Demonstration--provide high school students with a better understanding of child care and development
- College Library Grant--provide selected colleges and universities with funds to supplement their library's normal book acquisitions
- Federal Faculty Fellowship--provide selected faculty members with first-hand knowledge of managerial and administrative problems
- Medical Student Loan--enable women to continue work toward the M.D. degree
- Mister Rogers' Neighborhood Educational Television--support educational television series for three to eight year old children

(cont.)

NATURE, PURPOSE, SCOPE (cont.)

- Officer Friendly--acquaint elementary school children with police officers in the classroom

- Student Emergency Loan--help selected vocational students meet certain expenses

- Student Hospital Externship--introduce medical students to the total scope of health care in a community hospital

- Summer Fellowships in Economic Education--improve teaching and understanding of economics by selected elementary school teachers

- Textbook Evaluation Study in Economics--improve contributions which social studies textbook materials make to economic education

- Urban Teacher Education--encourage development of competency-based urban teacher-education programs

- Volunteers in the Court--train teams of professionals and volunteers in the PTA, court system, and others to meet needs of juvenile courts for improved services for children in trouble

- Sears-Roebuck Foundation Films--utilize the medium of the motion picture to inform, educate, and motivate a broad audience in current social issues and problems through a library of free-loan films.

WHO MAY APPLY

Large, national, tax-exempt organizations with education as a primary area of concern that conduct programs in the field. Foundation policy mandates working either directly with or through national education agencies. The only exceptions are programs which the staff of the Foundation organizes and conducts--i.e., the college grant program.

HOW TO APPLY

Contact the Foundation to obtain information and the representative for your specific region.

WHEN TO APPLY

Applications may be made at anytime.

(cont.)

GEOGRAPHIC LIMITATIONS

None.

GENERAL LIMITATIONS

None.

## SHAW FOUNDATION

ADDRESS

TELEPHONE: (617) 523-6453

Shaw Foundation
1 Boston Place
Boston, Massachusetts 02108

CONTACT

William Seretta
Consultant to the Trustee

NATURE, PURPOSE, SCOPE

Provides seed money for instituting new programs and continuing existing programs emphasizing rehabilitation of juvenile delinquents and adult criminal convicts. Consideration is given to financing demonstration projects, programs, services, and staffing programs dealing with reorientation of delinquents and criminal offenders.

WHO MAY APPLY

Any organization or institution that is tax-exempt and deals with concerns stated above.

HOW TO APPLY

Submit preliminary letter of inquiry before presenting formal proposal.

WHEN TO APPLY

January 1, March 1, July 1, or November 1.

GEOGRAPHIC LIMITATIONS

Provides assistance only to programs and activities conducted in Massachusetts, New York City, and Washington, D.C.

GENERAL LIMITATIONS

Principally for juvenile and adult offenders.

## TURRELL FUND

ADDRESS

TELEPHONE: (201) 678-8580

Turrell Fund
15 South Munn Avenue
East Orange, New Jersey 07018

CONTACT

Vincent J. Riggio
Executive Director

NATURE, PURPOSE, SCOPE

Provides assistance and considers proposals for camping and outdoor education programs and activities involving persons with various handicapping conditions.

WHO MAY APPLY

Organizations and agencies with tax-exempt status that are involved in camping and outdoor education programs for handicapped persons and/or sponsor regular educational activities.

HOW TO APPLY

Submit preliminary letter of inquiry before presenting formal proposal.

WHEN TO APPLY

Letter of inquiry may be submitted at anytime.

GEOGRAPHIC LIMITATIONS

Concentrate funding programs in New Jersey and Vermont.

GENERAL LIMITATIONS

Programs must be directed at 10-18 years age group.

## LISTING OF SUPPORT POSSIBILITIES

Funding for support of physical education, recreation, and related programs involving impaired, disabled, and handicapped persons is new to many foundations. Since a number of foundations contacted had not heard of or been approached in these areas previously, they did not respond positively to the questionnaire. Organizations and/or agencies may find the following foundations receptive to requests and/or proposals for program support in the areas of concern of this Guide since their purposes, objectives, and goals do not appear to exclude them.

Ailborn Foundation, Inc.
29 West 53rd Street
New York, New York 10019

George I. Alden Trust
340 Main Street
Worcester, Massachusetts 01608

Vincent Astro Foundation
405 Park Avenue
New York, New York 10022

Belle W. Baruch Foundation
Bellefield Plantation
Georgetown, South Carolina 29440

Braitmayer Foundation
P.O. Box 122
Marion, Massachusetts 02738

Carnegie Corporation of New York
437 Madison Avenue
New York, New York 10022

Charles E. Culpeper Foundation
866 United Nations Plaza, Room 408
New York, New York 10017

Lincoln Ellsworth Foundation
c/o Morris and McVeigh
300 Park Avenue
New York, New York 10022

Joseph Fels Foundation, Inc.
111 West 50th Street
New York, New York 10020

Ford Foundation
320 East 43rd Street
New York, New York 10017

Forest Park Foundation
4801 North Prospect Road
Peoria Heights, Illinois 61614

Charles A. Frueauff Foundation, Inc.
70 Pine Street
New York, New York 10005

Grant Foundation, Inc.
130 East 59th Street
New York, New York 10022

Murry and Leonie Guggenheim Foundation
420 East 72nd Street, Suite 1 J
New York, New York 10021

Heckscher Foundation for Children
52 Vanderbilt Avenue
New York, New York 10017

Howard Heinz Endowment
P.O. Box 926
Pittsburgh, Pennsylvania 15230

W.K. Kellogg Foundation
400 North Avenue
Battle Creek, Michigan 49016

Joseph E. Kennedy Foundation, Inc.
c/o Mrs. Byron H. Pyle
785 Park Avenue
New York, New York 10021

Listing of Support Possibilities (continued)

Charles F. Kettering Foundation
5335 Far Hills Avenue, Suite 300
Dayton, Ohio 45429

Samuel H. Kress Foundation
221 West 57th Street
New York, New York 10019

Agnes M. Lindsay Trust
38 Newbury Street
Boston, Massachusetts 02116

J.E. and L.E. Mabee Foundation, Inc.
1916 First National Bank Building
Tulsa, Oklahoma 74103

Richard King Mellon Foundation
525 William Penn Place
Pittsburgh, Pennsylvania 15219

Charles E. Merrill Trust
P.O. Box 488
Ithaca, New York 14850

New World Foundation
100 East 85th Street
New York, New York 10028

New York Foundation
Four West 58th Street
New York, New York 10019

Pew Memorial Trust
c/o Glenmede Trust Company
1608 Walnut Street
Philadelphia, Pennsylvania 19103

Harry Plankenhorn Foundation, Inc.
c/o Abram M. Snyder
R.D. 2
Cogan Station, Pennsylvania 17728

Potts Memorial Foundation
454 Warren Street
Hudson, New York 12534

Benjamin Rosenthal Foundation, Inc.
733 Third Avenue, 8th Floor
New York, New York 10017

Helena Rubinstein Foundation, Inc.
261 Madison Avenue
New York, New York 10016

Walter Scott Foundation
24 East Parkway
Scarsdale, New York 10583

Stern Fund
21 East 40th Street
New York, New York 10016

W. Clement and Jessie V. Stone
Foundation
111 East Wacker Drive, Suite 510
Chicago, Illinois 60601

van Ameringen Foundation, Inc.
509 Madison Avenue
New York, New York 10022

E. Matilda Ziegler Foundation for the
Blind, Inc.
250 Park Avenue
New York, New York 10017

## SUPPLEMENTARY RESOURCES

A Directory of Private Organizations Providing Assistance In Outdoor Recreation to Individuals, Organizations and Public Groups. Department of the Interior, Bureau of Outdoor Recreation, Washington, D.C. 20240.

Lists sources of assistance, including publications and other aids for recreation area developers or operators; prospective sources include state departments, agencies and commissions administering parks, recreation, fish, game, forestry, and related resources.

Federal Assistance in Outdoor Recreation. Government Printing Office, Superintendent of Documents, Washington, D.C. 20402.

Provides information about federal agencies that assist states, political subdivisions, organizations, and individuals involved in outdoor recreation programs and activities.

The Foundation Directory. Columbia University Press New York, New York. (Available in most libraries).

Lists nongovernmental foundations and nonprofit organizations that support programs established to maintain or aid social, educational, health, charitable, religious, or other activities serving the common welfare of humanity. Presents detailed information about private philanthropical organizations, offers a general view of special fields, contains information concerning interests and activities of various foundations, and lists grants in specific areas. Affords foundations one means of meeting their obligations of accountability by making available an accurate and brief account of their purposes, limitations, and finances.

Fund Raisers Exposition. Exposures, Incorporated, (145 N. Franklin Turnpike) Ramsey, New Jersey 07466.

Holds fund raising activities and publishes Fund Raisers News. Exposition displays an array of products available for fund raising projects--i.e., light bulbs, carnival booths, novelty gifts. Projects, products, useful tips, and other current news and trends in fund raising are found in the News which costs $4.00 a year for four issues.

How to Raise Funds from Foundations. Joseph Dermer, Public Service Materials Center, (104 East 40th Street) New York, New York 10016.

Deals with theory and reality of selective efforts in the foundation field; planning procedures and helpful approaches that

have worked are discussed. Times of the year in which many foundations find it convenient to receive applications to give each quicker consideration are included.

Private foundations support some areas--i.e., medical research, education, and treatment--that relate to impaired, disabled, and handicapped persons. However, it is necessary to interpret for foundation personnel physical education and recreation needs and benefits, particularly as they relate to education of persons with handicapping conditions. It is essential to follow requirements of each foundation in making formal application. Some foundations require a specific outline including:

- Evidence that the applying organization is tax-exempt and that contributions to it are deductible.
- Detailed budget justifying the amount requested.
- Indication that the request is made by action of the governing body of the applying organization.
- Supplementary information to strengthen the application; a financial statement and list of directors are usually required; endorsements by planning groups or by authorities in the field of the work proposed are helpful.

# GUIDELINES FOR PREPARING GRANT PROPOSALS[1]

Increasing emphasis on equality of educational opportunity for all Americans has turned national attention toward improving all educational areas for persons with various handicapping conditions. Even though a growing number of state legislatures has subsidized programs for impaired, disabled, and handicapped children in public schools, shortage of qualified personnel and funds has made it difficult for public schools and universities to establish new programs or to expand existing ones in these areas.

The federal government and private foundations have acted to relieve this situation. However, to receive funds from these sources, a grant proposal must be prepared. A first requisite for successful *grantsmanship* is *knowledge of funding agencies and resources*. The second requisite is *preparation of a good proposal*.

In assembling the variety of criteria used for evaluating proposals by different agencies, it has been impossible to apply a rigid formula by which a proposal can be measured--none exists! Hence:

- Each proposal should specify the manner and degree of its commitment to the proposed program so that it is a self contained document and complete in every aspect.
- It should be self-explanatory and tell its own story.
- It should make special reference to development of the curriculum and other program components, as well as explain and defend its *raison d'etre* in as much detail as necessary.
- It should identify, for example, individual teachers and other personnel, where possible in relation to the program's instructional content, and where not possible, every effort should be made to indicate to the panel of consultants that will read, evaluate, and rate proposals how the several parts of the program will be taught and by what type of teacher.
- *The burden of proof lies with the quality of the proposal which is submitted, not with the size, past record, or prestige of the institution.*

[1]Based on "Preparation of Grant Proposals" by Tony D. Vaughan in Programing for the Mentally Retarded, American Association for Health, Physical Education and Recreation

Detailed directions and precise regulations for preparation are often prescribed for submitting most proposals. However, flexibility and high purpose should always permeate writing a proposal within the bounds described by the guidelines. The *sine qua non* of proposal preparation is that each proposal must delineate specifically and in detail a program which reflects clear awareness and gives precise analysis of how the program meets needs of the particular area for which funding is requested.

Representative general guidelines used by review panels in evaluating proposals may be described as follows:

- The institution's or agency's program is of high quality, well coordinated, and shows promise of achieving objectives of the proposal.
- The full-time instructional or research staff is experienced and competent to conduct the proposed program.
- Substantive content and organization of required study are appropriate for professional competence and demonstrate an awareness of new approaches, techniques, and instructional materials.
- Suitable facilities will be utilized for observation, participation, practice teaching, laboratory or clinical experience, internships, and other supervised experiences. Such facilities should be accessible to the institution of higher education and staffed by qualified personnel. The duration of such experiences for each student should be specified. It should be of adequate length and continuity.
- A proposal should reflect a commitment of the institution or agency to developing the training program or project for which a grant is requested.

## CONTENT AND ORGANIZATION OF A PROPOSAL

The following represents a typical outline of content information included in most proposals. Cover page, abstract of the proposal, and appendix, need to be completed in addition to the formal body of a proposal.

1. Introduction

The major purpose of the proposed program should be carefully stated and justified, identifying both immediate and long-range goals. Explanations should not rely merely on general statements of broad need or statistical surveys. Rather, a rationale must be precise and its relationship to the potential program specific. A proposed program should be tailored to the particular levels of assignment and preparation of the potential participants. Whether a proposal plans to serve a local, state, regional, or national area, reasons should be given as to why the particular geographical area is selected, and why it should be offered at the particular institution submitting the proposal.

2. Rationale and Objectives

Include a concise statement of the rationale on which the paradigm for the proposed program is based. In addition, specify the particular objectives which the participants might be expected to achieve within the duration of the proposed program.

3. Statement Describing Institution's Commitment to the Program

The extent to which an institution of higher education is committed to developing a program for impaired, disabled, and handicapped persons should be noted. Such a statement should encompass past as well as current efforts of the institution.

4. Program Content and Its Organization

Describe content of the proposed program in full and indicate how it will be organized and why this particular arrangement is suitable to those who will be selected to participate. Relationship of the content and its organization with that of the rationale and stated objectives should be made clear. Distinguish carefully between what is *new*, and what is *old*, and what part of the proposed program, if any might be considered different, new, special, unique, or innovative.

The purpose here is to learn where and how a proposed program fits into the regular or normal organizational pattern of the institution. Innovation is not mandatory but may be helpful. There is no assumption that certain institutions are not already prepared to offer programs in this area without pause or change in their offerings.

*But this fact should be so declared*, and reasons for whatever is proposed in relation to what exists should be given in detail.

5. Practicum and Field Experience

Where this is part of the proposed program, indicate provisions for cooperative relationships with a local school system, residential facility, day care center, recreation department, park board, voluntary agency, service groups, professional associations, or governmental organization with reference to supervised or practical experience.

Describe in detail different kinds of practicum, internship, field, and research experiences that are, or will be, made available. Indicate goals and sequence of all practicum and field experiences. Explain in detail integration of such experiences with content of training programs.

6. Instructional Staff Members Participating in the Program

Name staff members who are or will be directly involved in the program for which the proposal is submitted. Individuals should be listed in an order determined by the amount of time they will devote to the program.

Each staff person's responsibilities in the proposed program should be clearly defined. When responsibility for supervision of various practicum experiences lies with personnel in local schools, be sure to indicate a description of their role as well.

7. Institutional Resources and Facilities

Indicate all related institutional resources such as library, laboratories, community relationships, and other projects having *specific* bearing on the proposed program--e.g., total number of volumes in the library is *not* considered meaningful. Indicate also what facilities will be made available to enhance the program in terms of the particular group of individuals to whom awards will be made.

8. Selection of Fellows

Outline specifically criteria for selecting fellows by your institution, including standard institutional procedures showing characteristic and periodic steps in obtaining admission to a

graduate program. Include any special or unique criteria appropraite to applicants for the proposed program. Be sure selection criteria are relevant to stated purpose and to declared nature of the program.

9. Program Improvements, Expansions, and Changes

Comment on any improvements, expansions, changes, and innovations planned and achieved during the past year, and those planned for the coming year.

10. Accrediting or Approving Agencies

List agencies and organizations which have accredited or approved your institution's programs in education, special education, physical education, or recreation.

11. Provision for High Quality

By way of summarization, indicate what is built into the program which will provide for highest possible achievement of the stated objectives. Indicate provisions for continuing self-evaluation of the program and for improving it *while it is in operation*. To the degree possible, state implications that such a program might have on campus, in the community, and throughout the state.

Time and thought are required to prepare a properly written proposal, especially when imagination and creativity are required. Sufficient time must be devoted to the task so that clarity and details necessary to communicate excellence are not lacking. In preparing a grant proposal, it has been found useful to have all staff members who will eventually participate in the program meet and review the nature and content of the proposal. This process results in a better prepared proposal as well as assures staff support for the project.

Another area that should be mentioned is implementation of the proposal project if it is approved and funding is awarded. A great deal of thought must be given prior to submission of the proposal regarding budget, staff, and other program implications. The submitting agency or institution must be prepared to live up to all commitments and arrangements it writes into the application. This latter point requires a process of self-evaluation, an assessment of the existing programs' strength and weaknesses, and potential resources for developing a program in the area of application. The institution program must be strong enough to be able to follow through on the commitments contained in the application.

## SUMMARY

The following areas are presented as a brief check list for those preparing grant applications. One of the most important concepts in grant preparation is that of understanding and *following* application guidelines.

### Check list for Grant Applications

1. Introduction (background and purpose of the project)
2. Rationale and objectives of the proposed program
3. Statement describing institution's commitment to the program
4. Description of program content and its organization
5. Description of practicum and field experiences
6. Description of instructional staff members participating in the program
7. Description of institutional resources and facilities
8. Criteria for selection of fellows
9. Program improvements, expansions, and changes
10. List of accrediting or approving agencies
11. Provisions for high quality of program
12. Indication of administrative support
13. Indication of cooperative community relationships
14. Well-prepared and detailed budget
15. Provisions for continuing evaluation of proposed program.